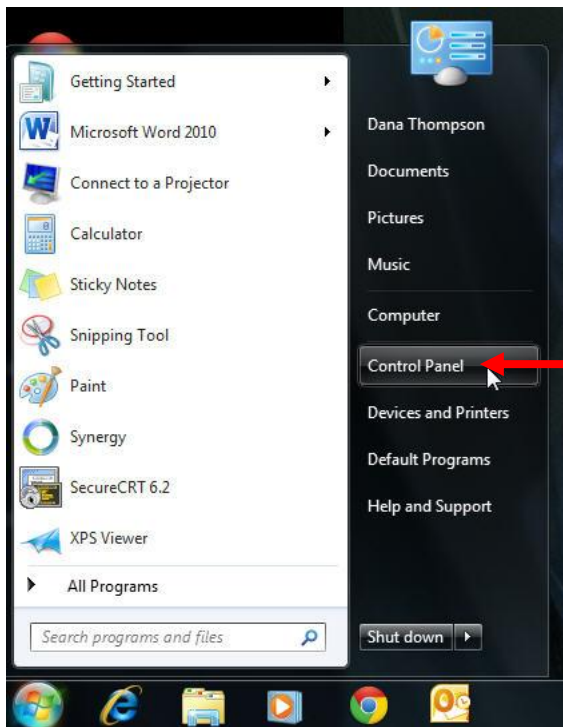


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APSCN VPN Settings for Windows 7

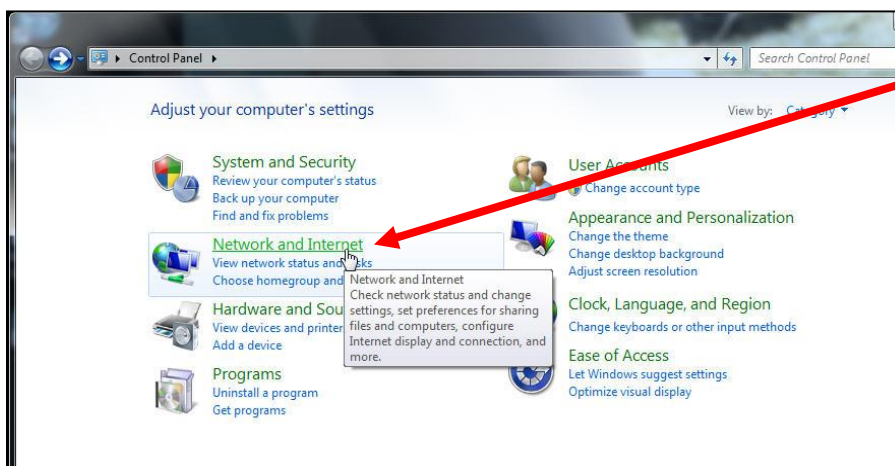
1. Creating a VPN Connection



Click the "Start Button" in the toolbar.

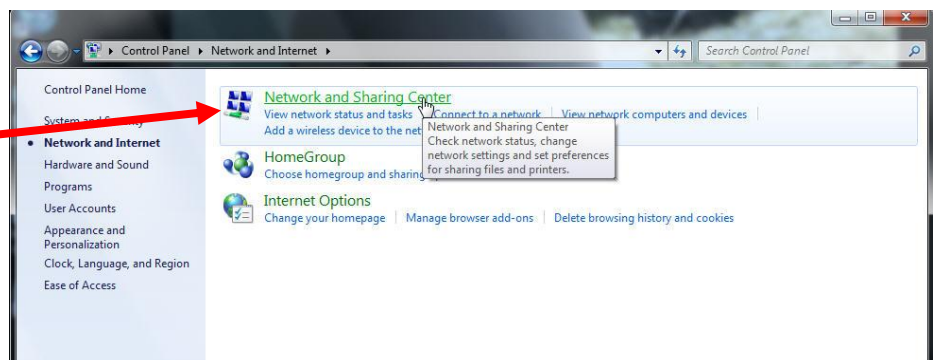


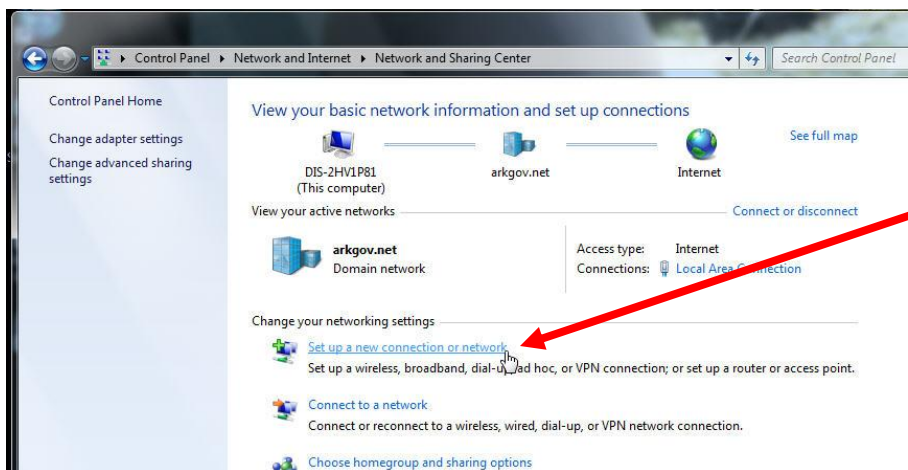
Click "Control Panel"



In the "Control Panel" window, click the "Network and Internet" link:

In the "Network and Internet" window, Click "Network and Sharing Center."

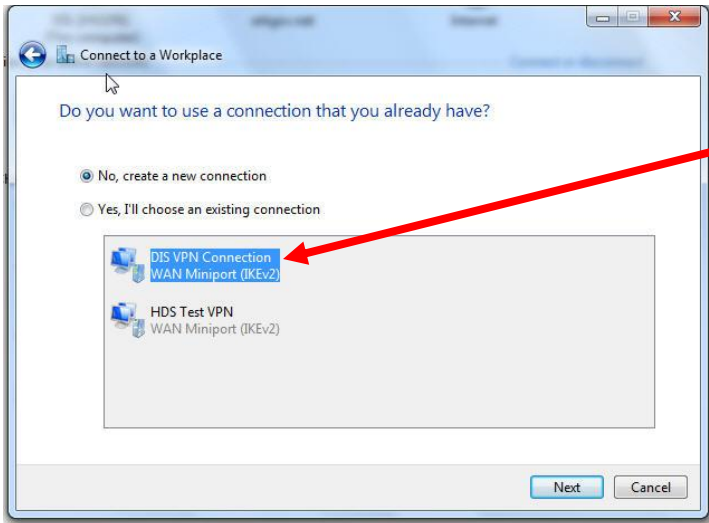
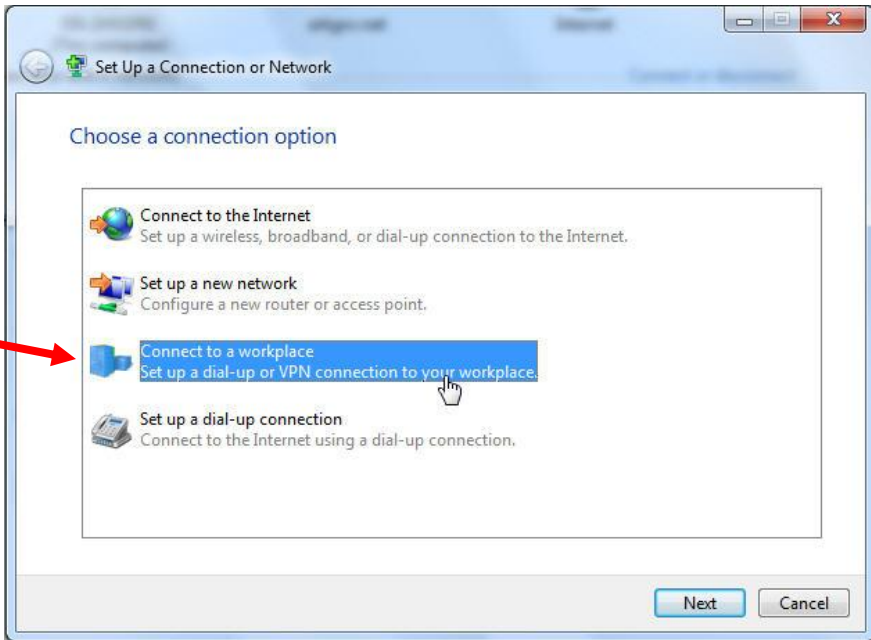




In the Network and Sharing Center window, Click the “Set up a new connection or network” link.

In the “Set Up a Connection or Network” window, click “Connect to a workplace” to highlight the option.

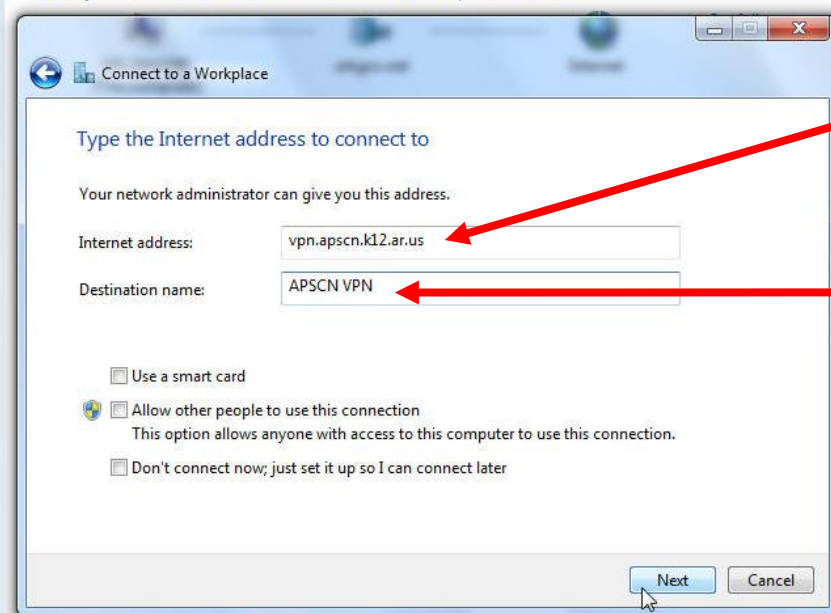
Click “Next”



In the “Connect to a Workplace” window: “Do you want to use a connection that you already have?” – click the radio button next to “No, create a new connection”



In the “Connect to a Workplace” window; “How do you want to connect?” – Click the “Use my Internet Connection (VPN)” link.

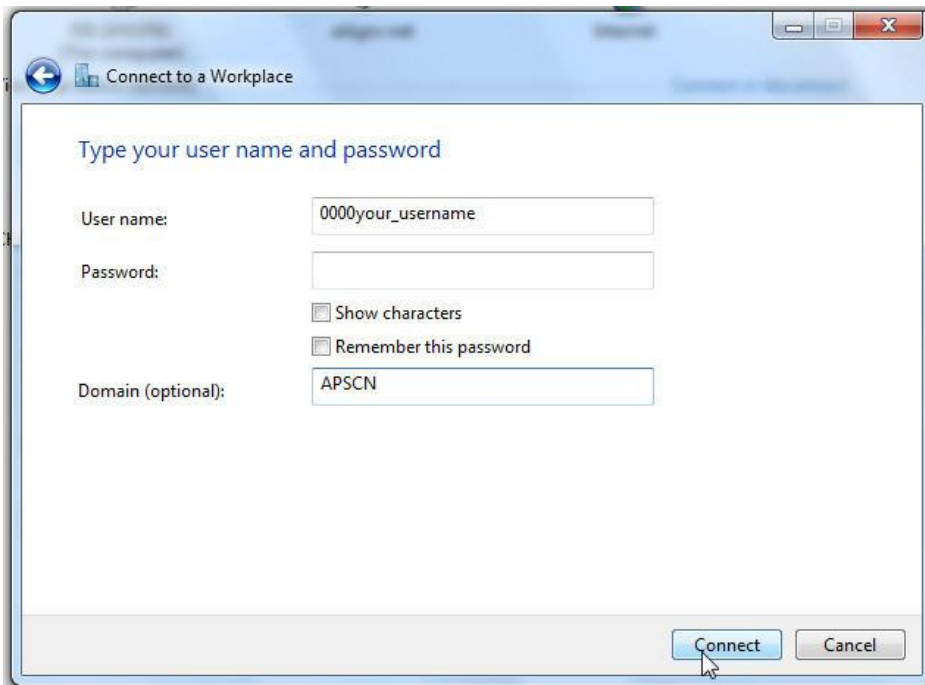


In the box next to “Internet address:” enter: **vpn.apscn.k12.ar.us**

In the box next to “Destination name:” enter the name you want for the VPN Connection, for example:

APSCN VPN

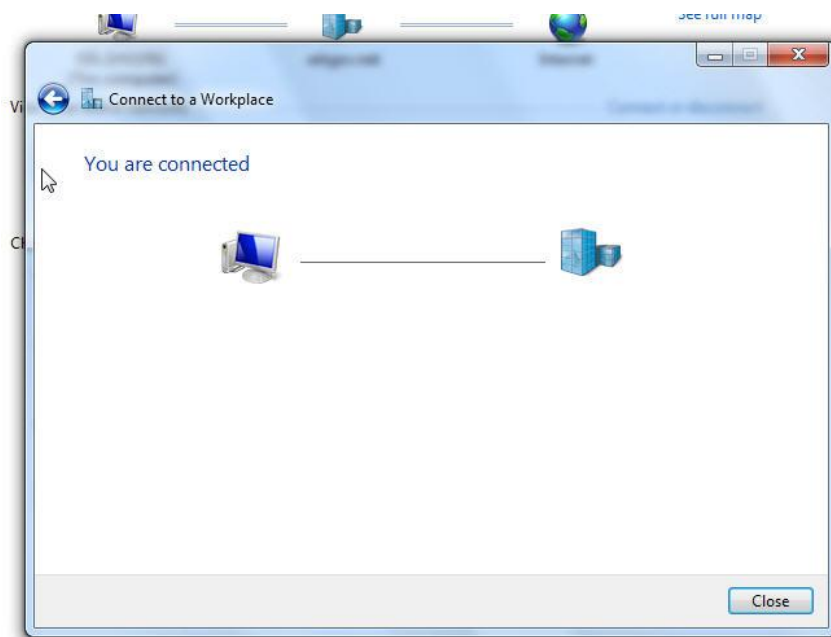
Click “Next”



In the next window enter your username, password and domain information. For security purposes, it is best NOT to check “Remember this password”.

In the box next to “Domain (optional)”, enter APSCN

Click “Connect.”



If the connection is successful, you should see the window, “You are connected”

Click “Close”

2. Disconnecting the VPN



When you are finished accessing APSCN / ADE services, for example eSchool, TAC, APSCN PLUS, etc., disconnect from the VPN connection. To disconnect click the “Internet Access” button in the lower right corner of your monitor.



When you click on the “Internet access” button, a window will pop up with your current connections. You should see the word “Connected” next to the “APSCN VPN Connection”.

Click the connection

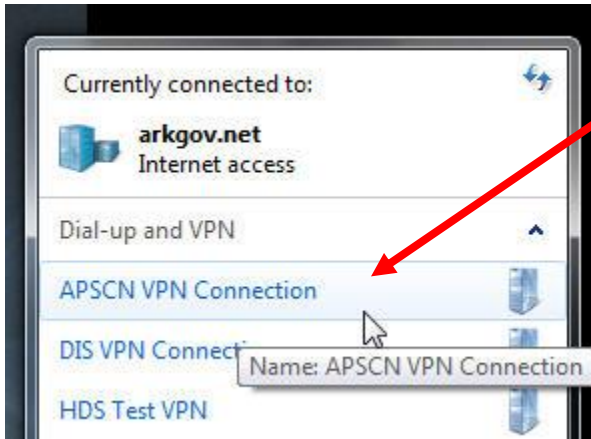


After clicking the connection, the window will expand. Click the “Disconnect” button.

3. Connecting to an existing VPN Connection

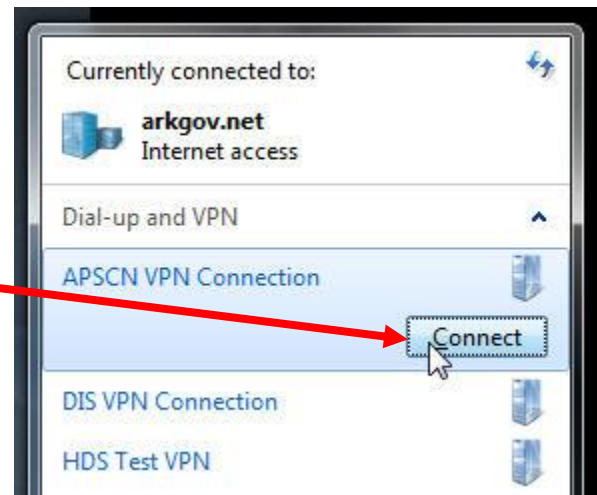


To use the VPN connection in the future, click the “Internet Access” button in the lower right corner of your monitor.



Click the “APSCN VPN Connection” link.

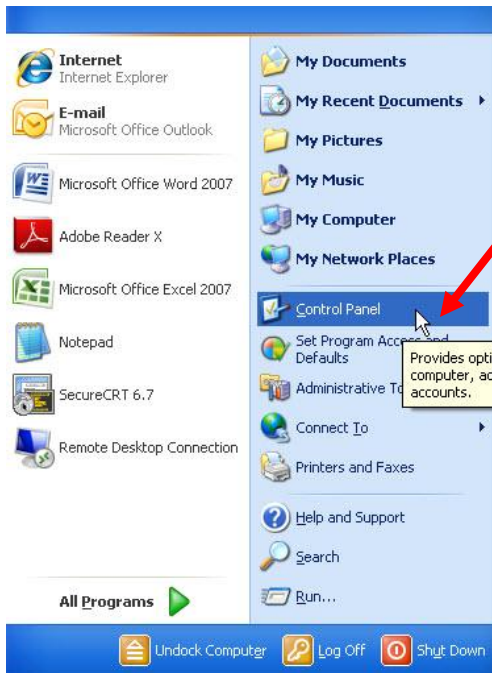
The “APSCN VPN Connection” will expand. Click “Connect”.



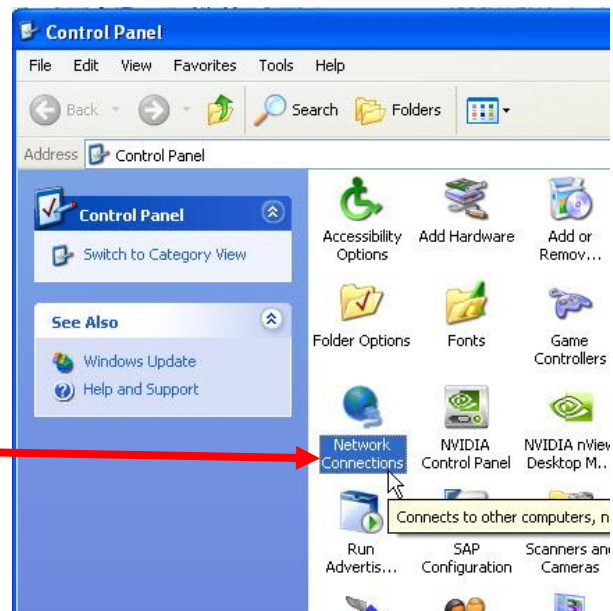
APSCN VPN Settings for Windows XP

1. Creating a VPN Connection

Click the Start Button in the toolbar:



In the pop-up box, click "Control Panel"



In the "Control Panel" window, double-click "Network Connection"

In the "Network Connections" window, under "Network Tasks" in the left pane →

Click "Create a new connection" link





The “Welcome to the New Connection Wizard” box will pop up. Click “Next”

In the “Network Connection Type” box, click the radio button next to:

“Connect to the network at my workplace”



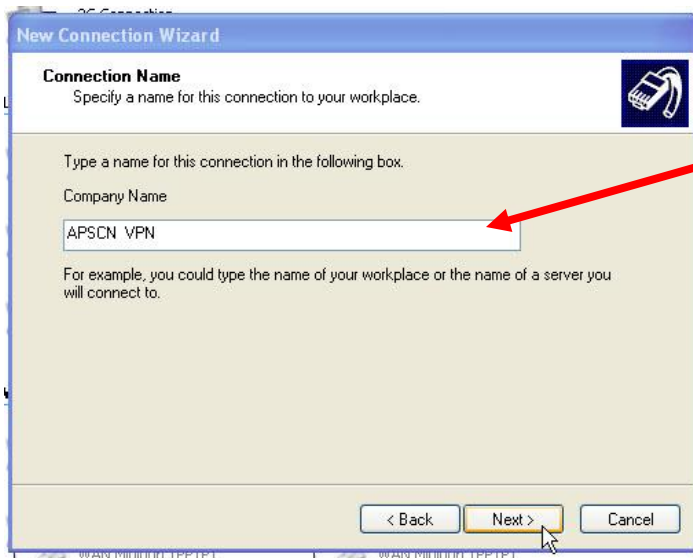
Click “Next”



In the “Network Connection”, “How do you want to connect to the network at your workplace?”

Click the radio button next to “Virtual Private Network connection.”

Click “Next”



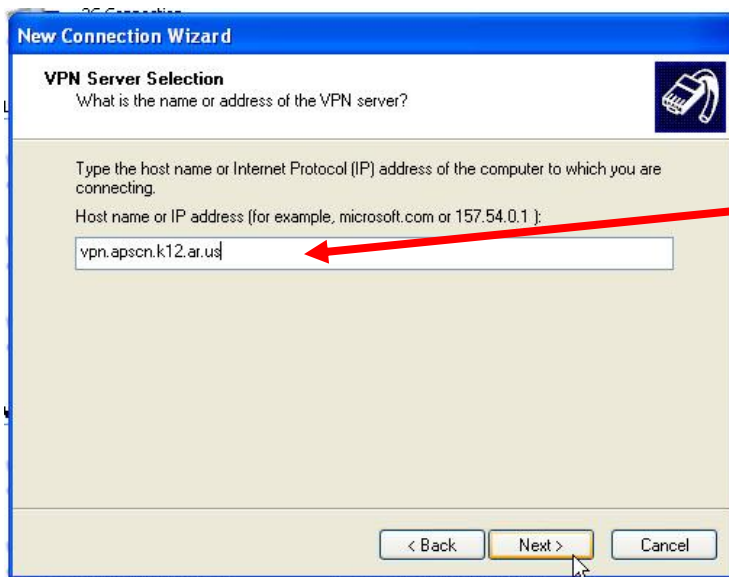
In the “Connection Name” window, enter a name for this VPN connection, for example: APSCN VPN

Click “Next”

In the “Public Network” window, click the radio button next to: “Do not dial the initial connection.”



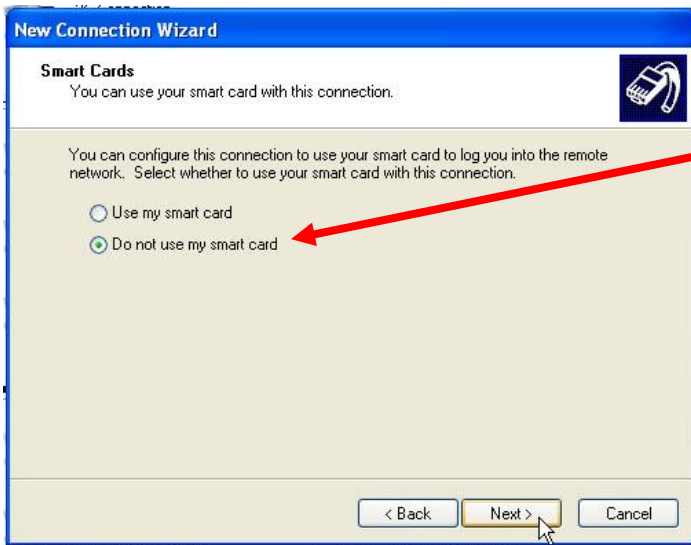
Click “Next”



In the “VPN Server Selection” window, enter the hostname in the box:

vpn.apscn.k12.ar.us

Click “Next”



In the “Smart Cards” window, click the radio button next to: “Do not use my smart card.”

Click “Next”

For security purposes, check “My use only”



Click “Next”



If you want a copy of the APSCN VPN connection on your desktop, click the box next to “Add a shortcut to this connection to my desktop”

Click “Finish”

In the Connect APSCN VPN window enter your User name, and password.

In the box next to "User name:" enter:

APSCN\0000your_username (NOTE: you must enter APSCN\ before your username.)

Enter your password

It is advisable to not click "Save this user name and password for the following users:" for security reasons.

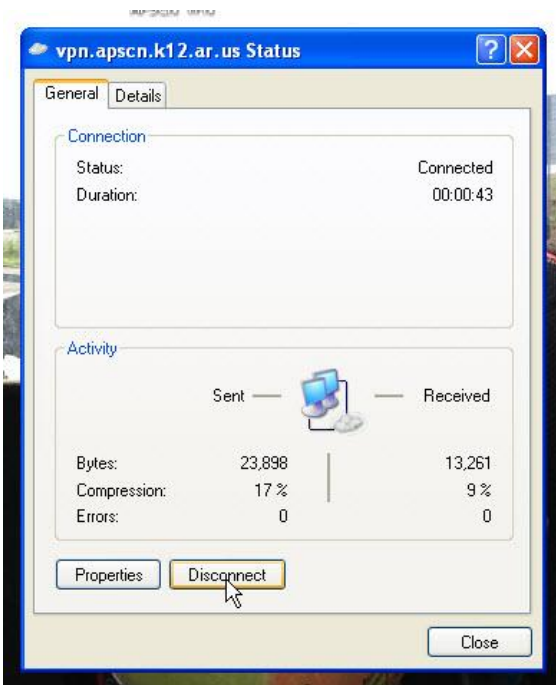
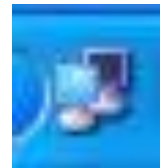
Click "Connect"



After the VPN connection is established, there will be a pop-up on the toolbar, close to the system time that signifies you are connected.

2. Disconnecting the VPN

For security reasons, it is very important to disconnect the VPN session once you have completed your APSCN/ADE work. To disconnect from the VPN, double-click on the little computer icons in the toolbar.



The following box will open. Click “Disconnect”, click “Close”.

3. Connecting to an existing VPN Connection



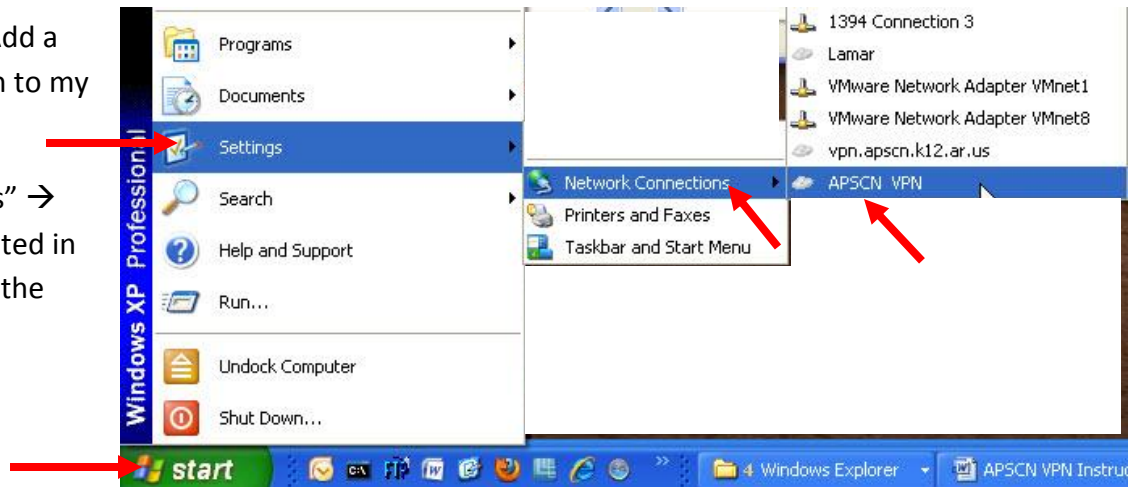
If you selected to “Add a shortcut to this connection to my desktop”, double-click the APSCN VPN shortcut.

The login/connect box will open. Enter your user name, password and click “Connect”.



If you did not select the “Add a shortcut to this connection to my desktop”, go to:

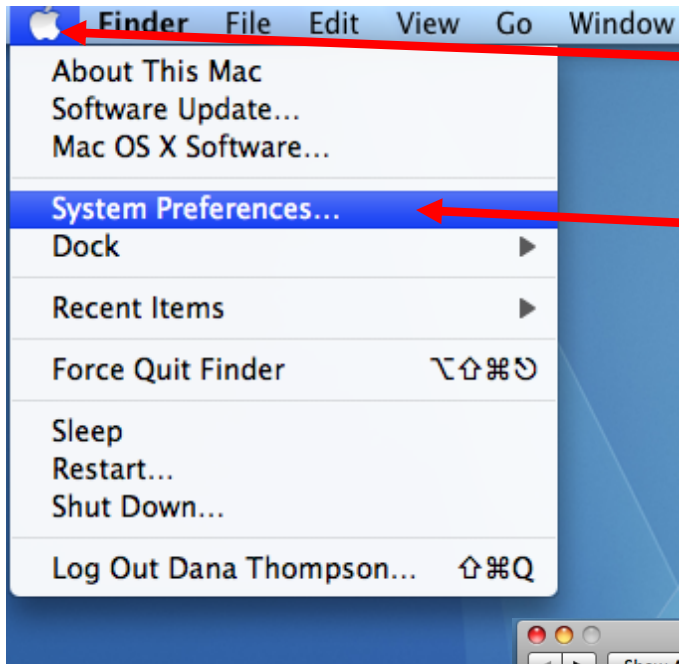
“Start” button → “Settings” → “APSCN VPN” should be listed in the pop-up window. Click the “APSCN VPN” link.



The login/connect box will open. Enter your user name, password and click “Connect”.

APSCN VPN Settings for MAC OS

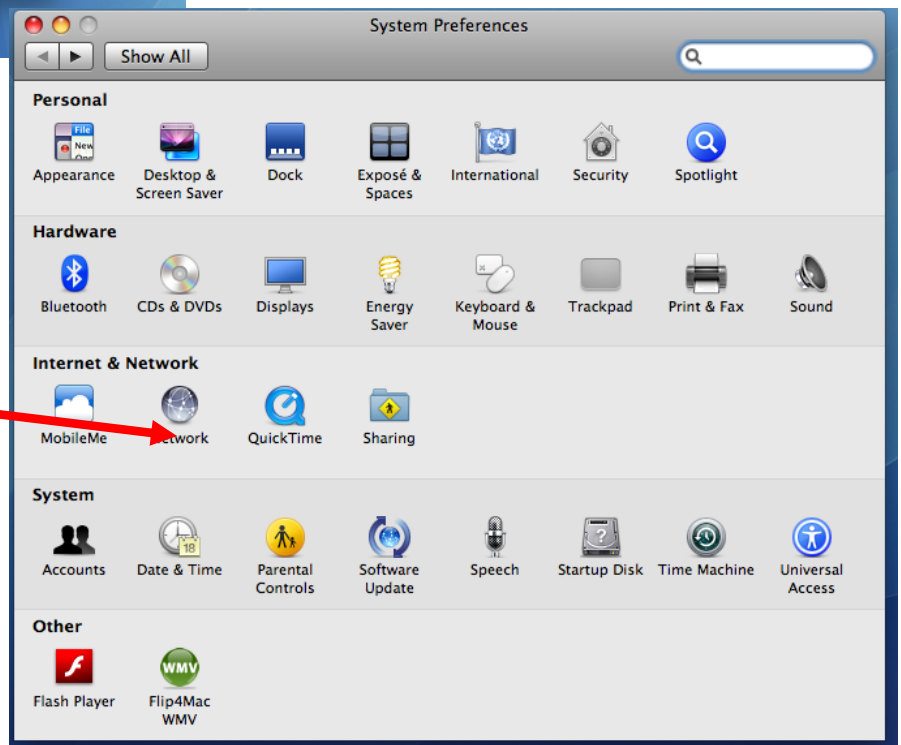
1. Creating a VPN Connection



Click the “Apple” icon in the top left corner of the desktop to drop down the menu.

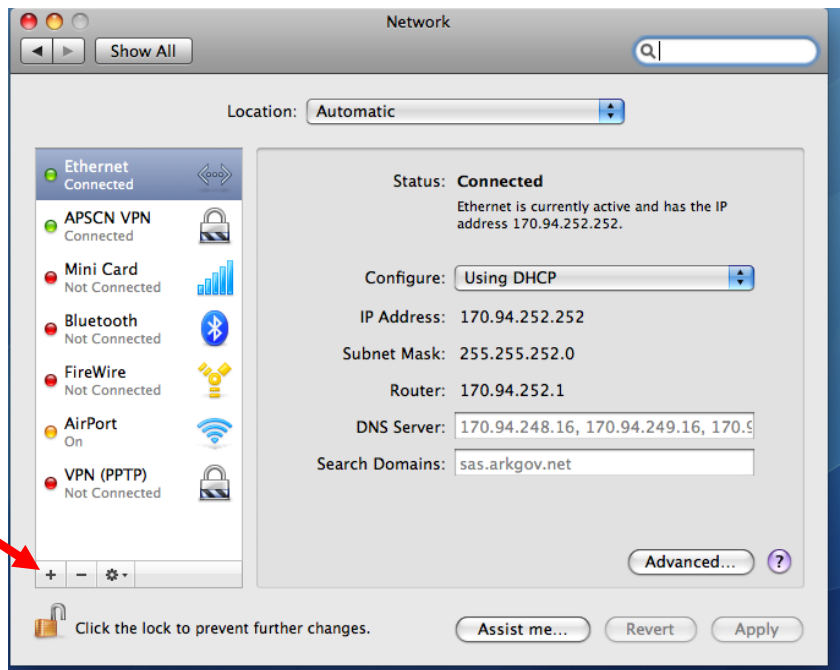
Click on “System Preferences”

In the “System Preferences” window, click the “Network” icon.



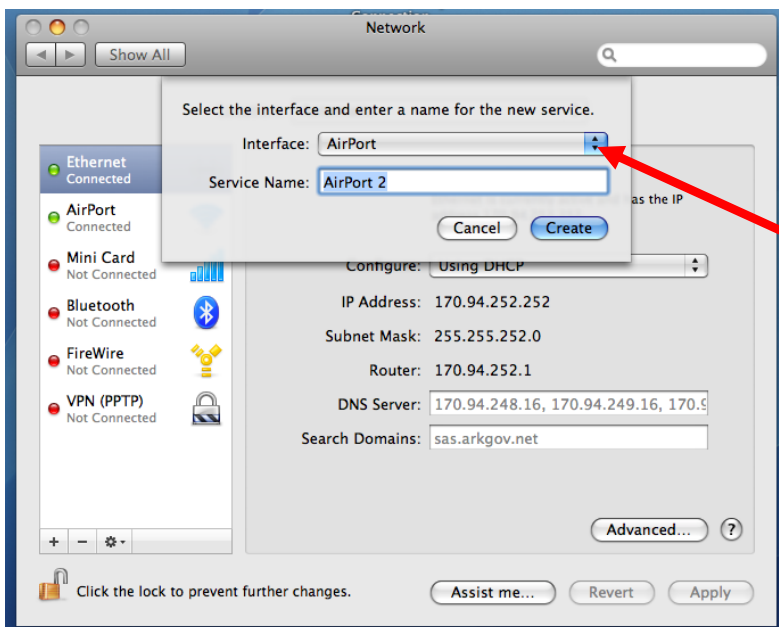
In the “Network” window: Click to highlight either the “Ethernet” or “AirPort” connection.

Click the + in the lower left corner.



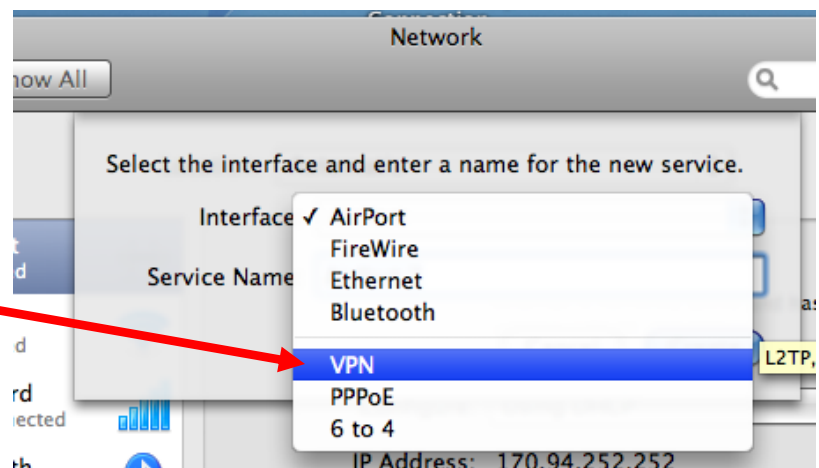
The “Select the interface and enter a name for the new service.” Box will pop up at the top.

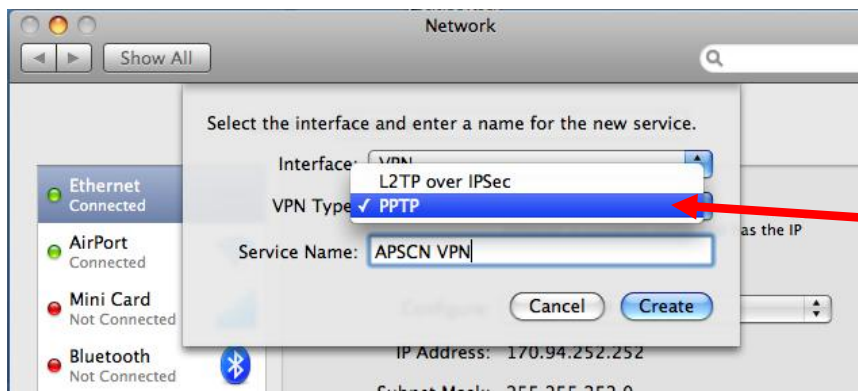
Click the drop-down arrow next to the “Interface” box.



A list will open of interface types.

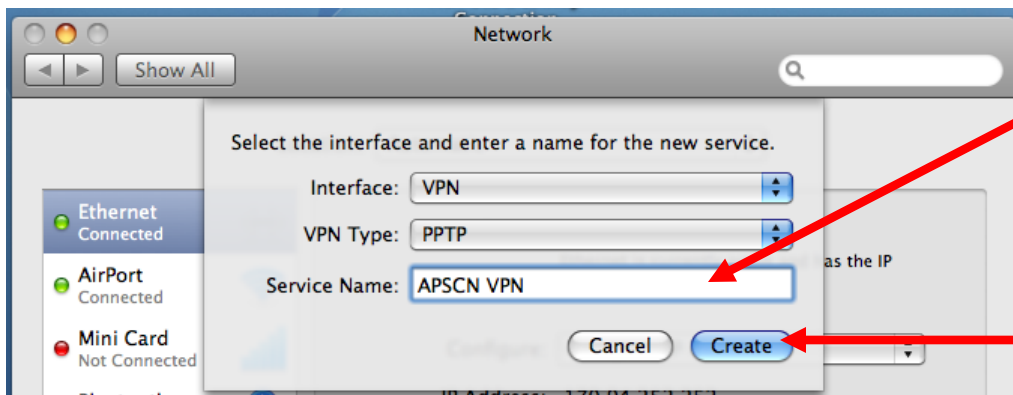
Click “VPN”





Click the drop-down arrow next to the "VPN Type" box.

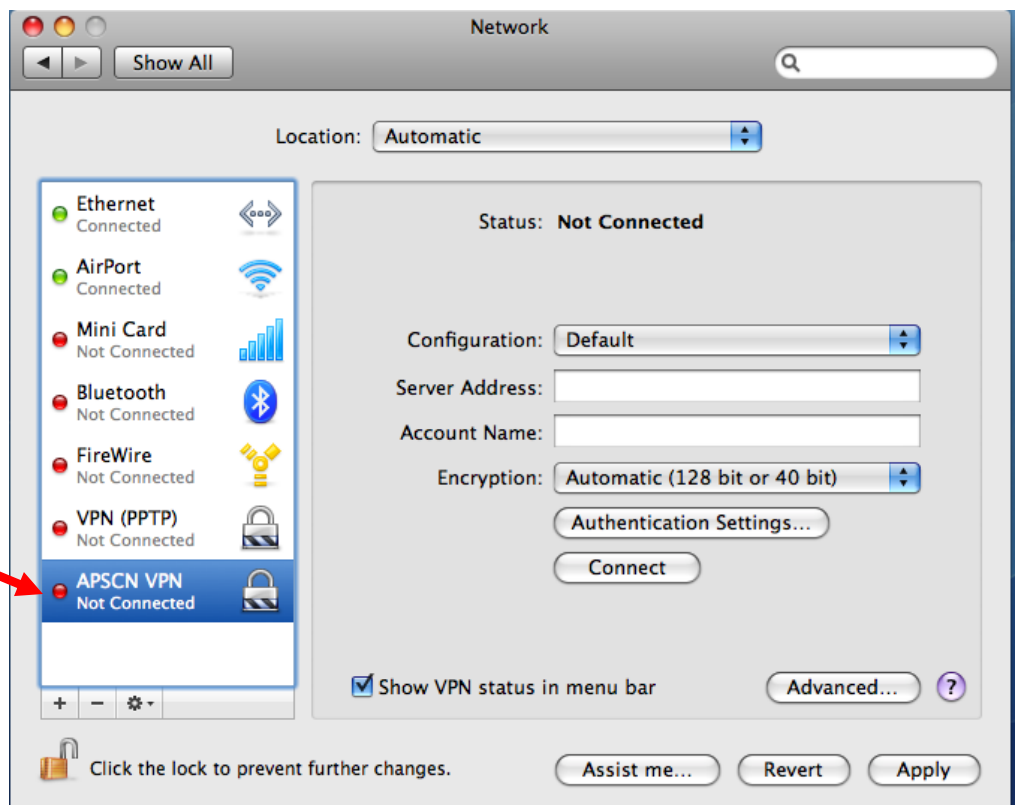
Click "PPTP"

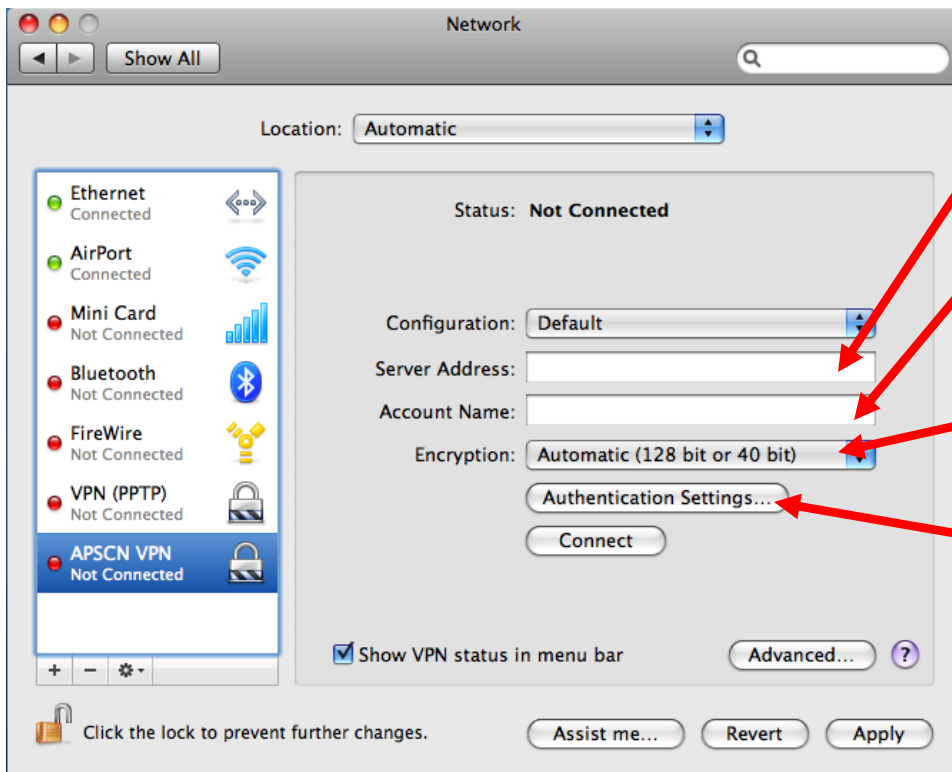


In the box next to "Service Name", type in "APSCN VPN".

Click "Create"

After clicking "Create", you will be returned to the "Network" window. The "APSCN VPN" connection created should be listed in the box. If it is not already highlighted, click to highlight it.





Enter **vpn.apscn.k12.ar.us** in the box next to "Server Address"

Enter APSCN\your username in the "Account Name:" box. For example: APSCN\0000dogood

Leave the "Encryption" setting for "Automatic"

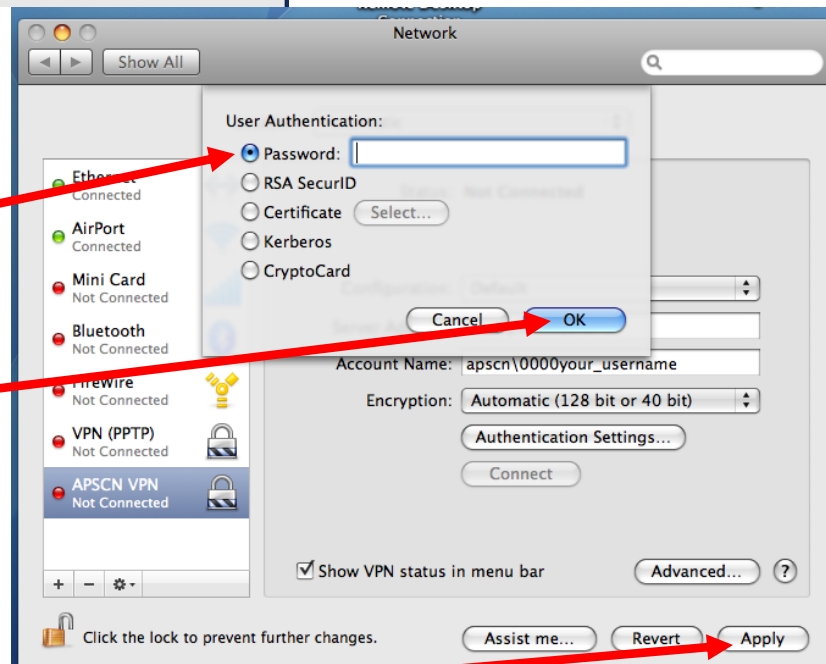
Click "Authentication Settings" button

The "User Authentication" window will drop down.

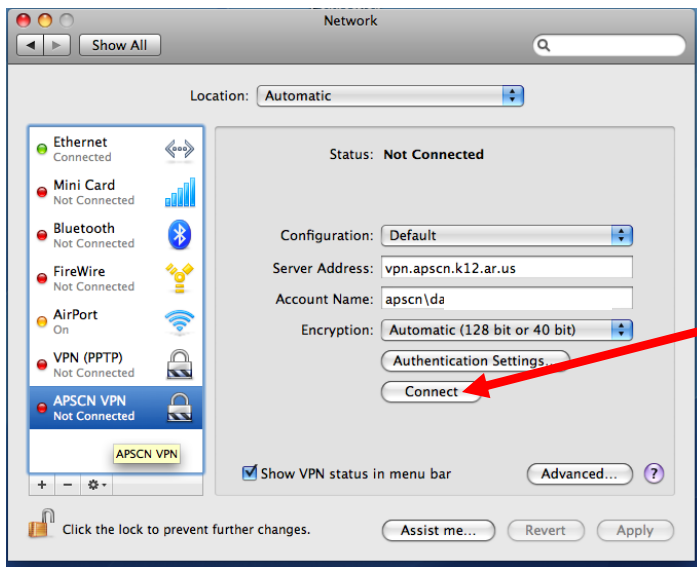
Ensure the radio button next to "Password" is selected.

For security reasons do NOT enter your password in the box.

Click "OK"



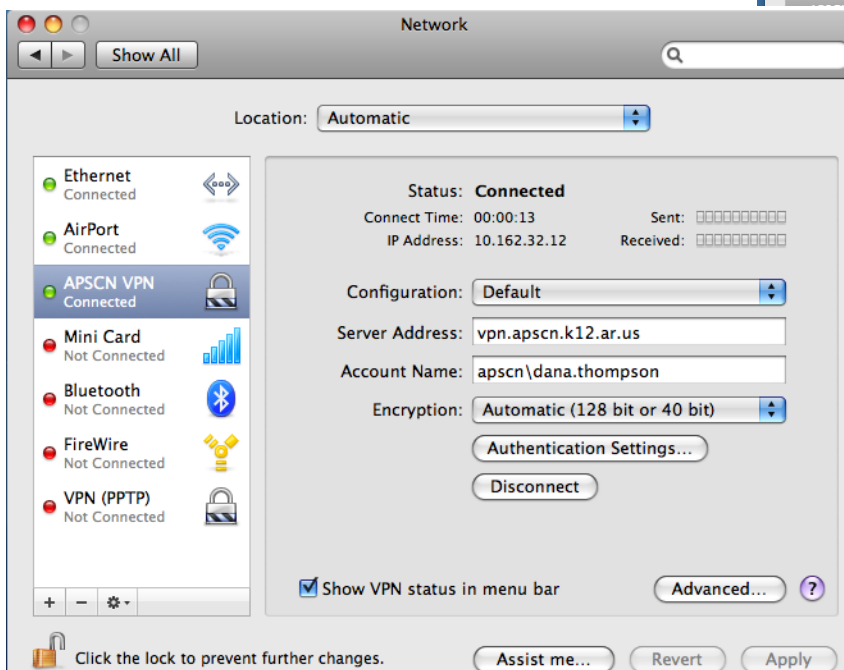
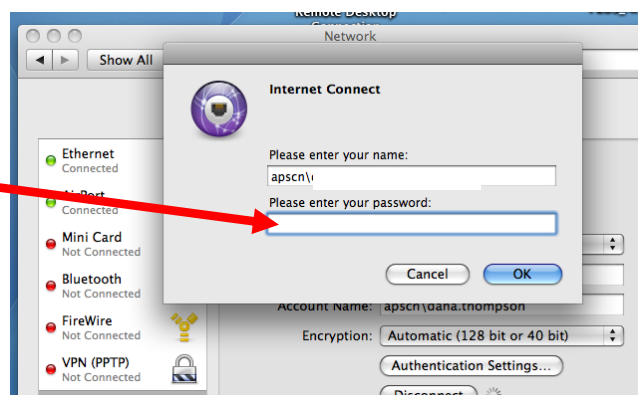
Click "Apply"



Click the "Connect" button

The password prompt box will open. Enter your password.

Click "OK"



Once the connection is successful, you should see "Connected" next to "Status."

You can close the Network window once the connection is established.

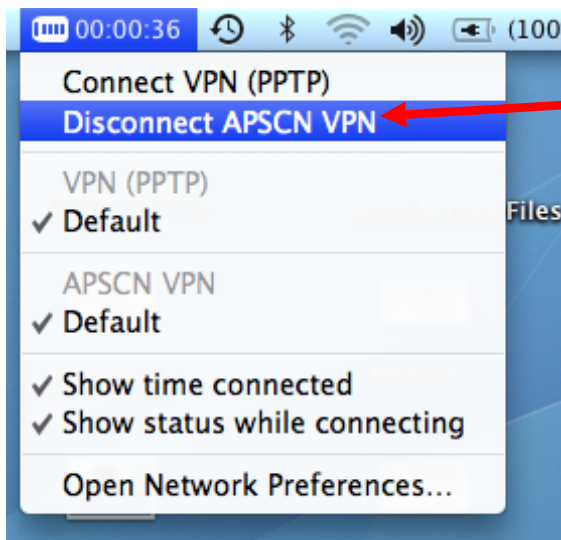
You are now ready to work on APSCN/eSchool applications.

When you have completed working in APSCN tools, be sure to Disconnect your APSCN VPN

2. Disconnecting the VPN

For security reasons, it is very important to disconnect the VPN session once you have completed your APSCN/ADE work.

To disconnect from the VPN, click the little Network icon on the top toolbar.



A list of connections will drop-down.

Click "Disconnect APSCN VPN"

3. Connecting to an existing VPN Connection

Click the little Network icon on the top toolbar.



A list of available VPN connection will drop down.

Click "Connect APSCN VPN"

